



# Cable Commission Meeting Minutes

Monday, October 28, 2024 at 6:30 PM

Columbus City Hall – 105 N. Dickason Boulevard

Meeting was called to order at 6:31pm by Famularo

A quorum of Cable Commission members who were present included Behl, Famularo, and Roelke. Staff liaison Bennett and City Administrator Amundson were present. Pyfferoen arrived at 6:36pm.

Bennett confirmed the meeting was properly noticed.

Behl motions to approve the agenda for Monday, October 28, 2024. Roelke seconds. Motion carried by unanimous vote.

Roelke motions to approve the minutes from September 23, 2024, with an amendment to change the date in item 1 from September 23 to August 26. Behl seconds. Motion carried by unanimous vote.

1. Approval of Minutes from September 23, 2024

There was no public present for comment, nor any correspondence received.

## Unfinished Business

2. Bennett recapped discussion from previous meetings regarding a potential interview program. Pyfferoen arrived at the meeting at 6:36pm. Roelke brought up an issue from the last meeting regarding alders who may be campaigning and possibly running alder interviews during elections. Famularo would like to see a short video similar to Middleton. The Commission viewed one of Middleton's "Middleton Minute" videos that featured an A.I. generated host. Amundson brought up that they no longer use an A.I. host and recommended that 15 to 30 second clips would be preferred due to audiences' shorter attention spans. The Commission agreed with having shorter clips. Bennett would like to avoid easily dated material. Behl would like a marketing effort for the videos.

The Cable Commission will move this item forward at its next meeting. The Commission will create a tentative list of topics. Amundson and Bennett will bring the project up at the next Department Head meeting after Council.

## New Business

3. Bennett shared some research about cable franchise fees on the national, state and local levels. Additionally, some municipal examples of how they are used for community media centers managed by non-profit organizations. Bennett cited that no law, statute, or ordinance specifically outlines how programming is handled and created or station management.

## Department Reports

4. Bennett shared that the City has received the State Aid Payment of \$12,891.97 but has not received any new cable franchise fee payments. The City has only received two of the quarterly payments. Projected revenues are expected to be around \$3,000 under budget in 2024. Amundson and Bennett added that starting next year, MLB and in 2029 the NFL may exercise their opt-out clauses in their cable contracts and that may significantly impact cord-cutting and cable franchise fees.

Bennett listed expenditures for battery replacements for the Canon Vixia cameras and APC backup power supply unit at \$99.00 and \$87.99 respectively. Bennett stated that there was a mis-coded item of \$179.50 that should be in training/membership line item. Total cable expenditures in 2024 have totaled \$31,965.88.

5. Bennett brought to the Cable Commission's attention a series of issues relating to the Cablecast broadcasting system. Bennett stated that in addition to the network issues that were recently discovered by the City's new I.T. provider Rhyme, there was a glitch causing staff to be unable to log into the system. Cablecast has resolved the glitch, but Rhyme had discovered that the Cablecast system had knocked off internet to the Recreation Department and is causing a series of failed payment card information compliance (PCI) checks. Rhyme has so far found a fix to the Rec Department's internet issue but is currently working with Cablecast for a work around on the PCI checks. Rhyme is segregating the Cablecast system from the City's firewall and has additional options if needed. Bennett is waiting to hear back if the first option has failed.
6. Bennett and Famularo went over the updated Cable Communications Ordinance and cable policies. They would like to periodically review these annually after officer elections and when new members are appointed. Both documents have been updated in 2024. The fee schedule for equipment deposit and rentals will be addressed at the next Cable Commission meeting.

Items for the next meeting include further planning for City department video clips including developing a list of topics and developing a fee schedule for equipment deposits and rentals.

The Commission agreed to change meeting dates in November and December due to the Holidays. The next meeting will take place on November 18, with the December meeting being cancelled. January 27 will be the first meeting in 2025.

Pyfferoen motions to adjourn the meeting. Roelke seconds. The motion is carried by unanimous vote. The meeting adjourned at 7:39pm.

**\*\*These minutes will be approved at the next Cable Commission meeting and may be amended as necessary and are respectfully submitted by David Bennett, Communications and Economic Development Coordinator.\*\***

\*A quorum of city committees and/or commissions may be present at this meeting. No action will be taken or considered by those committees and/or commissions.